

**STATE BOARD OF FUNERAL AND CEMETERY SERVICE BOARD MEETING  
THURSDAY DECEMBER 1, 2016  
INDIANA GOVERNMENT CENTER SOUTH,  
CONFERENCE CENTER, ROOM #1  
402 W WASHINGTON STREET  
INDIANAPOLIS, IN 46204**

**CALL TO ORDER**

The Continuing Education Committee meeting was called to order at 10:00 a.m. and the regular meeting was called to order at 11:00 a.m. by Thomas Sproles, pursuant to public notice posted at the principal office of the board at least forty-eight (48) hours before the time of the meeting.

**BOARD MEMBERS PRESENT:**

Thomas Sproles, Chairman  
Christopher Cooke, Vice Chairman  
Robert Loose  
Donald Alford  
Frank Downing  
Theodore Mau  
Roland Cutter  
Tasha Smith, State Department of Health

**STATE OFFICIALS PRESENT:**

Tracy Hicks, Board Director  
Jennifer Broadbent, Assistant Board Director  
Donald Hannah, Deputy Attorney General

**ADOPTION OF THE AGENDA**

The agenda was adopted.

Cooke/Cutter  
7/0/0  
Motion carried.

**ADOPTION OF THE MINUTES OF THE OCTOBER 6, 2016, MEETING OF THE BOARD**

A motion was made and seconded to approve the minutes of the October 6, 2016 meeting.

Cooke/Loose  
7/0/0  
Motion carried.

**ADMINISTRATIVE HEARINGS**

1. Administrative Hearing in the matter of Gregory Wade Thayer, FD08600369, SBFCS 15-43

A motion was made and seconded to issue a notice of proposed default.

Loose/Cutter  
6/0/0  
Motion carried.

2. Administrative Summary Suspension Hearing in the matter of Thomas A. Oswald, FD21000044, 2016SBFCS0025

A motion was made and seconded to summarily suspend the license for ninety (90) days.

Loose/Alford

6/0/0  
Motion carried.

**PERSONAL APPEARANCE AND CONSIDERATION OF FUNERAL DIRECTOR INTERN/FUNERAL DIRECTOR APPLICATION**

1. Jeffrey Kennard Stout, Funeral Director Intern Application

A motion was made and seconded to approve the application.

Loose/Cutter  
6/0/0  
Motion carried.

2. Robert Eatman, Funeral Director Application

A motion was made and seconded to approve the application to sit for the exam.

Alford/Loose  
6/0/0  
Motion carried.

**CONSIDERATION OF APPLICATION FOR FUNERAL DIRECTOR LICENSE BY RECIPROCITY**

1. Anthony Oxendine

A motion was made and seconded to deny the application for failure to pass the Science section of the national examination.

Loose/Downing  
6/0/0  
Motion carried.

**OFFICE OF THE ATTORNEY GENERAL CONSUMER PROTECTION DIVISION REPORT**

Written report was provided.

**CONSIDERATION OF PROPOSED SETTLEMENT AGREEMENT**

1. Bonnie E. Tuggles, FD09200084, SBFCS 16-24

A motion was made and seconded to approve the proposed settlement agreement.

Cutter/Alford  
6/0/0  
Motion carried.

**DISCUSSION OF MINNICK SERVICES INDIANA LAW COURSE – IS ANYONE REALLY GETTING SUED, 10/18 & 19/16, 4 TOTAL CEUS (4 LAW)**

A motion was made and seconded to approve the four hour course for Indiana law.

Loose/Alford  
6/0/0  
Motion carried.

**CORRESPONDENCE FROM BRIAN MILLER, IVY TECH COMMUNITY COLLEGE MORTUARY SCIENCE PROGRAM**

The board is unable to provide interpretation of statutes. Ned Hannah will put together some statutes for Mr. Miller to reference.

**DISCUSSION OF REASSIGNMENT OF THE CLARK O’NEAL FUNERAL HOME PRENEED CONTRACTS**

A motion was made and seconded to table the matter until the next meeting.

Downing/Loose  
8/0/0  
Motion carried.

**REVIEW OF PRENEED CONSUMER PROTECTION FUND BALANCE**

A motion was made and seconded that payment into the fund for the calendar year 2017 will not be required.

Mau/Alford  
8/0/0  
Motion carried.

**REVIEW OF CONSUMER PROTECTION FUND FOR CEMETERY MAINTENANCE**

A motion was made and seconded that payment into the fund for the calendar year 2017 will not be required.

Mau/Cooke  
4/0/0  
Motion carried.

**REQUEST FOR WAIVER OF THE 2015-2016 CONTINUING EDUCATION REQUIREMENTS**

- 1. Ami Crawford, FD20600074

A motion was made and seconded to grant the request for waiver.

Loose/Alford  
6/0/0  
Motion carried.

**VERIFIED COMPLAINT REQUESTING RESTITUTION FROM THE PRENEED CONSUMER PROTECTION FUND**

- A. Moeller Funeral Home for Sidney W. Boothe**  
**Re: Kraft Funeral Home, FH10000005 (Revoked)**

A motion was made and seconded to approve the request in the amount of \$4825.00 plus interest not to exceed the amount of the at-need contract.

Mau/Cutter  
8/0/0  
Motion carried.

- B. Edmonds & Evans Funeral Home for Vicki Lee Kraver**  
**Re: Kraft Funeral Home, FH10000005 (Revoked)**

A motion was made and seconded to approve the request in the amount of \$6862.00 plus interest not to exceed the amount of the at-need contract.

Cutter/Loose  
8/0/0  
Motion carried.

**REVIEW OF CONTINUING EDUCATION SPONSORS AND COURSES**

## **A. Review of Continuing Education Courses and Sponsors.**

A motion was made and seconded to accept the report below.

Loose/Alford  
5/0/0  
Motion carried.

### **COURSES FOR APPROVAL – No Indiana Law Courses**

#### **Apex Continuing Education Solutions, CE10800628**

- Are you Stressed? Signs & Solutions, Ongoing, 3 CEUs (Denied, does not meet 832 IAC 4-1-2) – **DENIED. DOES NOT QUALIFY UNDER IC 25-15-6-5**
- After Suicide: How to Support Survivors of the Loss, Ongoing, 2 CEUs - **APPROVED**

#### **Cremation Association of North America, CE21200016 - ALL APPROVED**

- Square Peg and a Round Hole, 2/8/17, 2 CEUs
- Best Practices for Accidental Event Planners, 2/8/17, 1 CEU
- Creating a Sustainable Venue that Attracts the Public, 2/8/17, 1 CEU
- Roundtables with a Twist, 2/8/17, 1 CEU
- Sharing Life By Design: Funeral Arranger's Guide to Relevant Experiences, 2/9/17, 1 CEU
- Using Community Outreach as a..., 2/9/17, 1 CEU
- Seek First to Understand: How..., 2/9/17, 1 CEU
- Crematory Operations Certification Program, Ongoing, 8 CEUs

#### **D.O. McComb and Sons Funeral Home, CE10800689**

- The Art of "Companioning" the Mourner, 4/19/17, 5 CEUs - **APPROVED**

#### **Federated Funeral Directors of America, CE10800706**

- Taking Control of Your Accounts Receivables, 11/17/16, 1 CEU - **APPROVED**

#### **Homesteaders Life Company, CE10800737**

- Ethics in Insurance Funded Funerals, Ongoing, 6 CEUs - **APPROVED**

#### **Indiana Donor Network, CE21600014 – ALL APPROVED**

- Tissue Recovery "Working Together to Meet Shared Goals," 12/1/16, 1 CEU
- Donor Case: Embalming with Focus on Restoration of Long Bone and Skin Donation Cases, 12/1/16, 3 CEUs
- Keeping Promises, Serving Families: Funeral Directors + Indiana Donor Network, 12/1/16, 1 CEU

#### **The International Conference of Funeral Service Examining Boards, CE20900918 ((Denied, does not meet 832 IAC 4-1-2) – ALL DENIED. DOES NOT QUALIFY UNDER IC 25-15-6-5**

- Board Member Training Program, 2/28/17-3/1/17, 7 CEUs
- Fun. Srv. Admin. Forum, 3/1/17, 3 CEUs
- Examination Services Forum, 3/1/17, 1 CEU
- Lions, and Tigers, & Validity, Oh My!, 3/1/17, 1 CEU
- Recent Cases, 3/1/17, 1 CEU
- ecoLation Presentation, 3/1/17, 1 CEU
- Group Exercise, 3/2/17, 1 CEU
- District Meetings, 3/2/17, 1 CEU
- Conference Fishbowl, 3/2/17, 1 CEU

#### **Ivy Tech Community College – Central Indiana, NEW SPONSOR – ALL APPROVED**

- Anatomy Review for Preceptors, Ongoing, 1 CEU
- Embalming-Back to Basics, Ongoing, 1 CEU

#### **MKJ Marketing, CE10800860**

- Social U: Social Media Workshop, 11/3/16 & 11/4/16, 9 CEUs - **APPROVED**

**Selected Independent Funeral Homes, CE10800819 – ALL APPROVED**

- Putting Data to Work, 1/23/17, 3 CEUs
- Starting With “Yes, and...”, 1/24/17, 3 CEUs
- Best Practices Exchange, 1/26/17, 2 CEUs

**INDIANA LAW COURSES to meet 832 IAC 4-1-1(d)**

**Ivy Tech Community College – Central Indiana, NEW SPONSOR**

- Legal Aspects of the preceptor/student relationship, Ongoing, 1 CEU (Practice of Funeral Service) - **APPROVED**

**Minnick Services, CE10800889**

- Cremation Liability – Is Anyone Really Getting Sued?, 3/21/17 & 3/22/17, 4 CEUs (Cremation Act) - **APPROVED**

**ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 2:11 p.m.